

# Maternity and Parental Leave FAQs

## For People Partners

### No hours worked requirement

**If an associate has used Family Medical Leave Act (FMLA) time off hours for an intermittent leave while pregnant, does he/she still need to have worked 1,250 hours in the past year to qualify for maternity benefits?**

While there is no required hours worked for full-time hourly associates to be eligible for maternity benefits, he/she must have at least 12 months of service to qualify for maternity and parental benefits. Salaried, metro professionals and driver associates are eligible for maternity and parental benefits as of hire date.

**If an associate is out for 10 weeks of maternity, plus six parental weeks, is he/she eligible to have job protection for the entire 16 weeks of leave?**

Yes. Maternity and parental leave are both job protected time away from work. FMLA runs concurrently with both leaves.

**If an associate uses 12 weeks of FMLA prior to taking maternity and parental leave, may she still have an additional 16 weeks of job protected leave in that same year?**

Yes. Associates on maternity or parental leave will still receive job protection, even if he/she has used all of the FMLA time prior to the child's date of birth, adoption placement or foster-care event.

### Eligibility for Maternity and Parental Leave

**If an associate has worked for Walmart for at least a year, is he/she eligible for 10 weeks of maternity leave and six weeks of parental leave?**

Yes. Full-time hourly associates are eligible after 12 months of service. Salaried, metro professional associates, and drivers are eligible upon date of hire.

**Do hourly associates have to be full-time for 12 months from date of hire, or does he/she qualify if part-time for a portion of 12 months with Walmart?**

As long as the associate is full-time and has worked for Walmart for at least 12 months when the leave begins, he/she is eligible for maternity and parental benefits. This means, any part-time service within the 12 month window counts towards eligibility for these benefits.

**If an associate is adopting a child or grandchild, what is he/she eligible for?**

All adoptive parents, including those legally adopting their grandchildren, are eligible for paid parental leave. Hourly associates who've been with Walmart for 12 months or more are eligible for six weeks of 100 percent paid parental leave. Salaried associates and drivers are eligible for 6 weeks of 100 percent paid parental leave as of their hire date.

**If an hourly associate was hired on June 1, 2017 and has their child on May 1, 2018, is the associate eligible to receive maternity and parental Benefits?**

No. The associate must have at least 12 months of service as of their child's date of birth. He or she cannot grow into eligibility for these benefits.

**What are parental benefits for same gender relationships?**

Same gender couples receive the same benefits as all other associates.



**Regarding parental leave for foster parents, if both parents work for Walmart, do they have to split the use of parental leave, or do both associates receive six weeks each?**

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Both associates receive six weeks of parental leave when they become foster parents. They may use this parental leave for up to 12 months from the date of foster-care placement.

**What benefits do part-time associates have under the maternity and parental leave policy?**

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Part-time associates are not eligible for paid maternity and parental leave. However, the associate may take up to 52 weeks of unpaid leave. Only 12 of those weeks would be covered under FMLA job protection, if eligible.

**If a full-time hourly associate took a leave in October 2017, and had a baby in September 2018, is the associate eligible for the maternity and parental benefits?**

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Yes. Full-time hourly associates are eligible for maternity and parental leave benefits as long as he/she has 12 months of service.

**Leave Administration and Compensation**

**Do associates still need to call Sedgwick when taking a Leave of Absence (LOA)?**

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Yes. Sedgwick is Walmart's LOA administrator.

**Will Sedgwick handle the compensation for these LOAs?**

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For hourly and salaried associates, Sedgwick will process all payments to eligible associates on maternity or parental leave. For drivers, payments for parental pay are handled at the facility level. In statutory states (NY, NJ, RI, CA, HI), for maternity payments, the state disability will be paid by either Liberty, MDX, or the state. Sedgwick will top off that payment to get the associate to 100%. Parental pay in statutory states will be paid by Sedgwick.

**While on maternity or parental leave, is the associate paid 100 percent of his or her wages?**

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Yes. Associates on maternity and parental leave are paid 100 percent of his/her wages. The first 7 days of maternity leave is an unpaid waiting period and associates should elect to use PTO to cover wages.

**For associates qualifying for maternity or parental paid leave, how is 100 percent pay determined?**

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For hourly associates, pay on maternity or parental paid leave will be based on the average of his/her last 26 pay periods. For salaried associates, pay is based on what the associate was making on the last day worked. For drivers, pay is based on his/her average daily pay.

**Do associates need to provide documentation for parental leave?**

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No. There is no documentation required for parental leave.

**Does an associate taking parental leave due to their spouse having a baby get all six weeks paid through Sedgwick, or does he/she have to take a week of PTO?**

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All six weeks for full-time hourly salaried and truck driver associates (12 weeks for salaried, metro professionals and eComm associates) will be paid through Sedgwick as parental leave does not have a waiting period like maternity leave does.

**How will associates in Hawaii be paid?**

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In Hawaii, associates on maternity disability will be paid through Walmart payroll and MDX.

**How early may a birth mother begin maternity leave without a medical certification?**

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This associate may take leave as early as two weeks prior to her expected due date.

## Using Maternity and Parental Leave

### How long does an associate have to use parental leave once maternity leave is exhausted?

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Associates have 12 months from the date of birth, foster care placement, or adoption to use parental leave benefits.

### Why do full-time hourly associates have six weeks additional time beyond maternity leave?

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Maternity leave is for the mother to recover from the birth of her child for 10 weeks. Walmart has also elected to provide a paid parental leave of six weeks for the parent to bond with his/her child.

### With maternity leave, including the one-week waiting period, how does it add up?

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Maternity leave amounts to a total of 10 weeks including nine weeks paid at 100 percent and one unpaid week where associates may use PTO.

### Do associates working at facilities on five-day schedules have to use five days of PTO to get paid during the maternity leave waiting period, or is seven days of PTO required for the waiting period?

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Associates working at facilities on a five-day schedule will have a seven-day waiting period before maternity benefits begin and will only need to use five days of PTO to get paid.

### Is there a maximum amount of parental leave time in one calendar year? For example, if a parent has two children born during one calendar year, can he/she take multiple parental leaves?

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Full-time hourly, salaried associates, and drivers are eligible for six weeks of parental leave per rolling 52 weeks.

### May associates separate the 10 weeks of maternity leave and the six weeks of parental leave? For example, can a mother take the first 10 weeks off, and then in a couple months, if needed, take the additional six weeks of parental leave?

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Yes. Associates may use parental leave any time before the child's first birthday.

### For associates who gave birth, adopted a child or had a foster child before March 1, 2018, may he/she use these new benefits?

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Maternal and parental leave benefits are available for associates giving birth, adopting or having a foster care event and first day of absence is on or after March 1, 2018.

### Does parental leave have to be completed prior to the baby's first birthday?

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Yes. Parental leave must be completed prior to the baby's first birthday and must be used continuously. eComm associates are allowed to take parental leave in one week increments.

## For our New York (NY) associates:

### Does the NY Paid Family Leave (NYPFL) run concurrently with Walmart's parental leave, or is it a separate benefit and the associate can be out 16 weeks under Walmart's plan and an additional eight weeks of NYPFL, meaning a total of 24 weeks?

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Associates should be given the choice of when to receive pay under Walmart's parental leave policy. The associate will then be free to determine if and when he/she wishes to apply state paid family leave benefits.

### May an associate elect to use New York protected unpaid leave under FMLA if they have to be out of work prior to delivery and then begin the 16-week maternity or parental leave after delivery?

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The associate can elect to use NYPFL, prior to beginning Walmart's Maternity benefits.

## Family Care

**If a salaried, metro professional or driver associate uses parental leave, then has an ill family member, does he/she also receive two weeks of paid family care leave?**

The associate would still be able to receive two weeks of paid family care leave, if his/her family member's illness falls within the specified guidelines and he/she has not taken two weeks of paid family care within the past 12 months.

**If a salaried associate uses six weeks of parental leave for foster placement and then takes on another foster child, can he/she use two weeks of paid family care leave?**

Salaried, metro professionals and drivers in this example can use two weeks of paid family care leave for the second foster child only if the child has a qualifying medical need. Paid family care cannot be used for the foster care placement.

## Maternity Leave and Short-term Disability

**If a birth mother has to go on leave early, before delivery due to complications, how does that affect maternity leave?**

We understand birth mothers in certain circumstances may need to take leave prior to her due date. Medical documentation showing need for leave prior to due date will be required by Sedgwick, if the leave is greater than two weeks prior to the baby's due date. If the mother is not medically released once her 10 weeks of maternity leave is exhausted, she will continue on her regular short-term disability or state benefit until she is released to return to work (up to a total of 26 weeks). If elected, long-term disability may be available once short-term disability runs out. Once released and able to return to work, she can opt to use parental leave for six weeks of paid parental leave.

**If an hourly associate goes out in February 2018 for pregnancy related issues, but returns to work for a week before delivering on March 5, 2018, would she be eligible for the new maternity benefits?**

No, she would not be eligible as she this would be a relapse claim with the start date being back in February, prior to the start of paid maternity leave benefits.

## PTO

**Will Paid Time Off (PTO) hours accrue for hourly associates while on maternity or parental leave?**

PTO hours do not accrue while on maternity leave for hourly full-time associates. PTO hours do accrue while on parental leave.

**Do associates have to use PTO for the first week of maternal or parental leave?**

Associates can elect to use PTO for the first week of maternity leave (the seven-calendar day waiting period). There is no waiting period for parental leave to begin, so using PTO will not be needed.

## Impact to bottom line

**Will these paid maternity and parental leave costs impact store or club profit and loss statements?**

For hourly associates, maternity and parental benefits will not have an effect on stores' or clubs' profit and loss statements. Salaried associates maternity and parental benefits will impact the facilities directly.